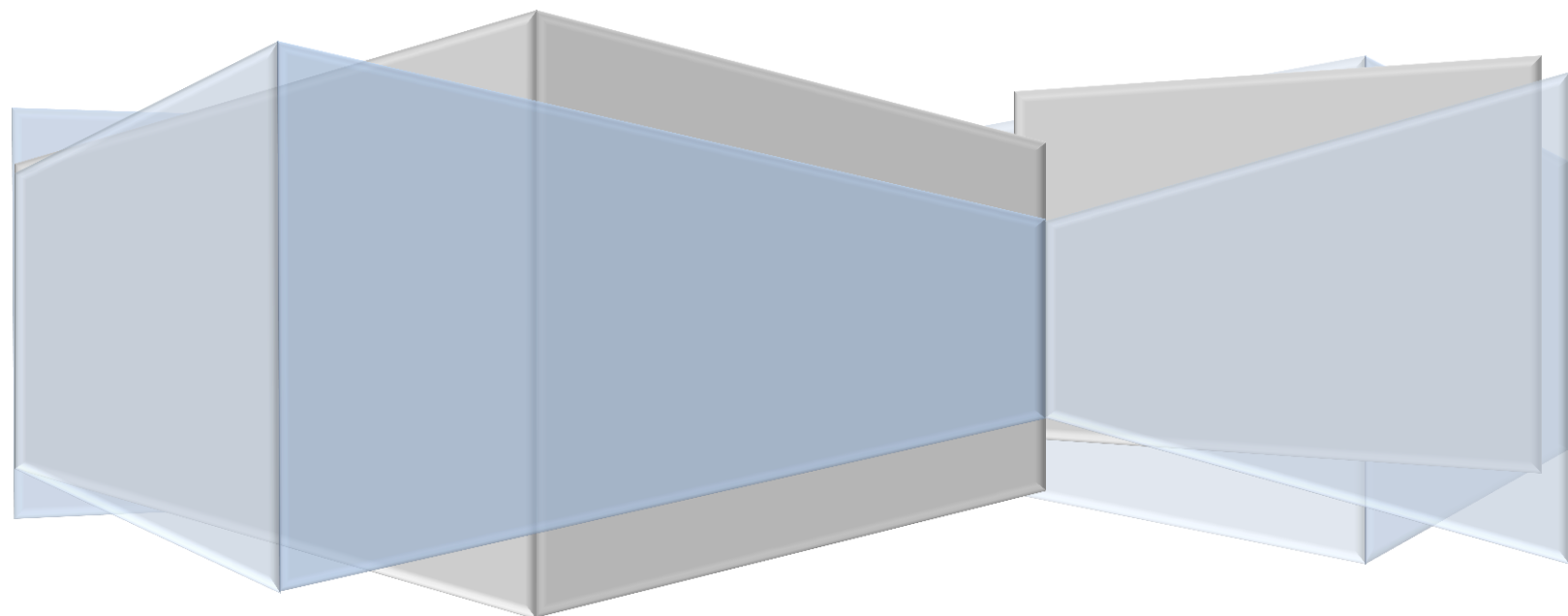


*South Carolina Department of Revenue*

## **Motor Fuel Web-Based Reporting System**

**Fuel Blender**



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## INTRODUCTION

Effective July 11, 2012, the South Carolina Department of Revenue has implemented a web-based system to provide the option to submit Blender Returns and remit fees electronically at no charge.

Please note that filing via the web requires electronic payment of the user fees required to be remitted. Options will be available for payment by ACH credit and ACH debit only. No paper checks can be accepted for payment of liabilities reported on web filed vouchers. The payment method is required to be selected at the time of registration.

Effective July 1, 2012, specific product codes for gasohol and biodiesel will be required. They are as follows:

***Gasohol- E01-E99 replaces "roll-up" product code 124 to reflect the percentage of fuel grade ethanol blended with gasoline. Pure, unblended fuel grade ethanol should be reported as E00, replacing product code 123.***

***Biodiesel- B01-B99 replaces "roll-up" product codes 284 and 170 to reflect the percentage of biodiesel blended with undyed diesel fuel. Pure, unblended biodiesel should be reported as B00.***

***Biodiesel- D01-D99 replaces "roll-up" product codes 284 and 171 to reflect the percentage of biodiesel blended with dyed diesel fuel. Pure unblended, dyed biodiesel should be reported as D00.***

### Registration

To register for web filing, complete the D-155 Registration application located on our web site at [www.sctax.org](http://www.sctax.org), select Motor Fuel/E-Services. If assistance is required with the registration process, please contact:

#### Electronic Services

Help Desk (Columbia area)	<b>803-896-1715</b>	Help Desk (Toll Free)	<b>1-800-476-0311</b>
E-mail Address	<a href="mailto:edi@sctax.org">edi@sctax.org</a>	FAX	<b>803-896-1779</b>
Mailing Address	<b>South Carolina Department of Revenue EFT/EDI Help Desk Columbia SC 29214-0016</b>		

### Filing Returns

If assistance is required for filing motor fuel returns via the web-based system, please contact:

#### Motor Fuel Section

Filing Assistance	<b>803-896-1990</b>
E-mail Address	<b><a href="mailto:motfuellic@sctax.org">motfuellic@sctax.org</a></b>

To Sign In, you will need user Id and password from DOR Electronic Services.

User Name:

Password:

Sign In



South Carolina Department of Revenue

Password Assistance

**Now you will need to change password.**

Enter current password (password that was given)

Enter New password (create)

Confirm New Password

Click change password

User Profile

Your password has expired. Please enter a new password.

Change Password

Current Password:

••••••••

New Password:

••••••

Confirm New Password:

••••••

Change Password

Change Profile

Current Password:

Email Address:

xxxxxxx@sctax.org

Security Question:

What is your mothers maiden name?

Security Answer:

Update Profile

**Now change profile.**

Enter current password (the new password that you choose)

Security Question: select from list

Enter Security Answer

Click update profile

User Profile

Your password has expired. Please enter a new password.

Change Password

Your password has been changed.

Change Profile

Current Password:

Email Address:

xxxxxxx@sctax.org

Security Question:

What is your mothers maiden name?

Security Answer:

Update Profile

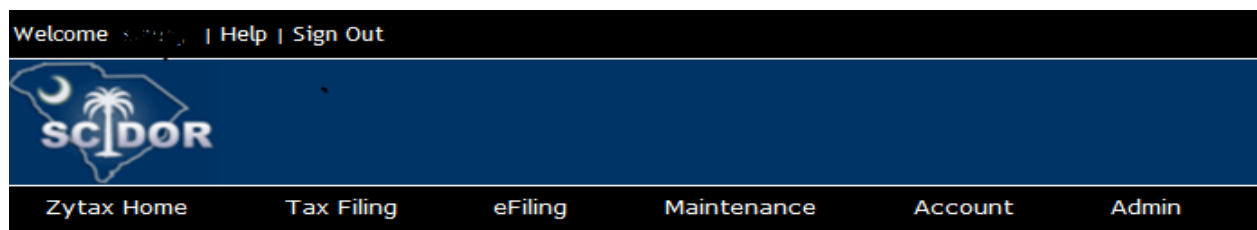
## Business Entities and the Master Company Data Base

Many business entities are already set up in the Department of Revenue's motor fuel data base. All licensed motor fuel accounts that are not sole proprietors will appear in the drop down boxes needed to schedule transactions.

Only business entities for Master Company ID 0 may be viewed by all users. When a filer adds a business entity it is not entered into the Master Company. Only the filer and the Department of Revenue may view business entities entered by a filer.

Before creating a filer business entity, review the Motor Fuel Data Base using the following steps:

1. From the Zytax Home Page choose the Maintenance Tab



2. From the drop down menu choose Business Entities

Business Entities							
Add New Record							
Master Company ID ▾	Legal Name	Id Type	Id Code	Custom Id	Effective Date	Obsolete Date	City
172	Best Oil Company	FEIN	999000999		01/01/2009		
172	Carrier A	FEIN	789789789		01/01/2009		
172	Carrier B	FEIN	888080888		01/01/2009		
172	Carrier C	FEIN	111080111		01/01/2009		
172	Fuel Dealer	FEIN	222000222		01/01/2009		
172	Fuel Transporter	FEIN	234565432		01/01/2009		
172	Independant Petroleum Company	FEIN	999111999		01/01/2009		
172	Petroleum Dealer	FEIN	111000999		01/01/2009		
172	Quality Petroleum Company	FEIN	444777999		01/01/2009		
172	Tank Lines	FEIN	444222444		01/01/2009		

3. Review the entity names to determine if the filer entities exist in the Master Company. Use the Filter Option located at the far right to create a filter to speed the verification.

Business Entities							
Filter   2 Refr							
Custom Id	Effective Date	Obsolete Date	City	Region/State	Country	Updated Date	

- Click on any company row and choose the Business Accounts Tab to see what business types have been assigned in the Master Company.

**Zytax - Business Entity** *South Carolina Department of Transportation*

Legal Name: col 2 Effective Date: 5/1/2011  
 Trade Name: col 2 Obsolete Date:   
 Name Control: Id Type: FEIN  
 Custom Id Code: Id Code: 290000000

Address Business Accounts Business Entity Alternates Schedule Profiles

Add New Record Filter Refresh

	ID	Country	Jurisdiction	Business Type	Business Subtype	Custom Id	Effective Date	Obsolete Date	Locked Date	License Number	Change Ind	
	12062	United States	*	Buyer	None		05/01/2011			290000000	M	✗
	12074	United States	*	Carrier	None		05/01/2011			290000000	M	✗
	12075	United States	*	Consignor	None		05/01/2011			290000000	M	✗
	12076	United States	*	PositionHolder	None		05/01/2011			290000000	M	✗
	12077	United States	*	Seller	None		05/01/2011			290000000	M	✗

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Only enter a business entity if it does not already exist for the required business type (buyer, seller, etc.) in the Master Company.

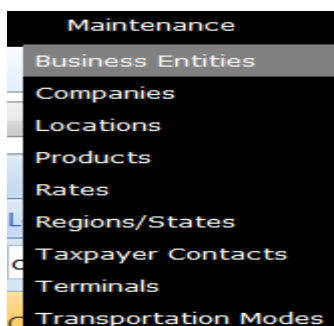
Please contact the Motor Fuel Section at 803-896-1990 for assistance or questions concerning business entities.

## Business Entities – Add New Record

Business Entity information will only be entered once. Business entities are companies or individuals that the filer does business with whose information is required for completing the schedule information for a return. Examples are Consignor, Seller,

Click on the Maintenance tab

Select Business Entities from drop down box



Click Add New Record

Business Entities							
Add New Record							
Master Company ID ▾	Legal Name	Id Type	Id Code	Custom Id	Effective Date	Obsolete Date	City
172	Best Oil Company	FEIN	999000999		01/01/2009		
172	Carrier A	FEIN	789789789		01/01/2009		
172	Carrier B	FEIN	888080888		01/01/2009		
172	Carrier C	FEIN	111080111		01/01/2009		
172	Fuel Dealer	FEIN	222000222		01/01/2009		
172	Fuel Transporter	FEIN	234565432		01/01/2009		
172	Independant Petroleum Company	FEIN	999111999		01/01/2009		
172	Petroleum Dealer	FEIN	111000999		01/01/2009		
172	Quality Petroleum Company	FEIN	444777999		01/01/2009		
172	Tank Lines	FEIN	444222444		01/01/2009		

Then 'Add New Record' icon is used to create a new business entity.

In following fields enter: **Company Legal Name, Trade name, Effective Date, ID type (click dropdown box to select type) and Id Code (FEIN or Social Security Number)**

Then click Insert

A screenshot of the 'Zytax - Business Entity' form. The form has several sections: 'Legal Name' with fields for 'Legal Name' and 'Trade Name'; 'Effective Date' and 'Obsolete Date' fields; 'Id Type' with a dropdown menu showing 'FEIN'; 'Id Code' field; and an 'Address' section with fields for 'Address Line 1', 'Address Line 2', 'City', 'Country' (set to 'United States'), 'Region/State' (set to 'Select a Jurisdiction'), 'Postal Code', 'County', and 'Alternate Jurisdiction'. There is an 'Insert' button at the bottom. Red circles are drawn around the 'Legal Name', 'Trade Name', 'Effective Date', 'Id Type' dropdown, and 'Id Code' fields.

Determine if the entity will be entered as one or more of the following:

Consignor – Company/individual that hired filer as the carrier/transporter.

(If the filer transports their own product, enter the filer company as a consignor.)

Seller – Terminal supplier that shows as the supplier on the terminal issued bill of lading.

Buyer – Company/Individual to whom the product was delivered.

Next click Business Accounts tab

Click Add New Record

The screenshot shows the 'Zytax - Business Entity' window. The 'Business Accounts' tab is selected. The form contains the following fields:

- Legal Name: JJJ Bus Ent
- Trade Name: JJJ Bus Ent
- Name Control: JJJ
- Custom Id Code:
- Effective Date: 6/1/2010
- Obsolete Date:
- Id Type: FEIN
- Id Code: 123123123

Below the form, there are three tabs: Address, Business Accounts, and Business Entity Alternates. The 'Business Accounts' tab is active, showing a table with the following data:

ID	Country	Jurisdiction	Business Type	Business Subtype	Custom Id	Effective Date	Obsolete Date	Locked Date	License Number	Change Ind
39527	United States	*	Buyer	None		06/01/2010			123123123	M

For Business Type click on drop down button

The screenshot shows the 'Zytax - Business Entity' window with the 'Business Accounts' tab selected. The 'Add New Record' button is highlighted. The 'Business Type' dropdown menu is open, showing the following options:

- Country: United States
- Jurisdiction: \*
- Business Type: Buyer
- Business Subtype: None
- Custom Id:
- Effective Date: 6/1/2010
- Obsolete Date:
- License Number: 123123123

At the bottom of the form, there is a message: 'No records to display.'



From the drop down menu select the business type that describes the business entity. When your company has more than one relationship with that business entity you will need to click on **Add New Record** to assign the business type based on each relationship with the entity.

Click on checkmark to insert



Below is an example of a business entity assigned with all business types.

**Zytax - Business Entity** *South Carolina Department of Taxation*

Legal Name: col 2 Effective Date: 5/1/2011  
 Trade Name: col 2 Obsolete Date:   
 Name Control: Id Type: FEIN  
 Custom Id Code: Id Code: 290000000

Address Business Accounts Business Entity Alternates Schedule Profiles

Add New Record Filter Refresh

	ID	Country	Jurisdiction	Business Type	Business Subtype	Custom Id	Effective Date	Obsolete Date	Locked Date	License Number	Change Ind	
	12062	United States	*	Buyer	None		05/01/2011			2900000000	M	
	12074	United States	*	Carrier	None		05/01/2011			2900000000	M	
	12075	United States	*	Consignor	None		05/01/2011			2900000000	M	
	12076	United States	*	PositionHolder	None		05/01/2011			2900000000	M	
	12077	United States	*	Seller	None		05/01/2011			2900000000	M	

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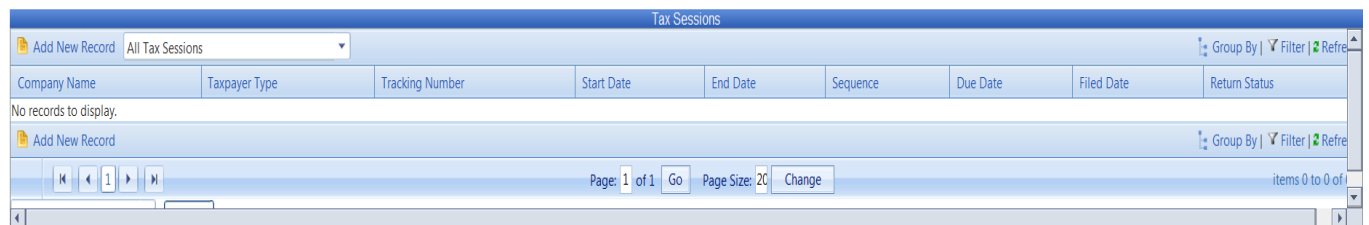
## Creating Return/Tax Session

From the Tax Filing tab

Select Tax Sessions from dropdown list



Click Add New Record



Select Fuel Blender from the Taxpayer Type dropdown list.

Enter the begin period covered date for the return.

Click outside the entry field and the End Period Date will be populated.

Click the create session button.

A screenshot of the 'Zytax - Create Session' form. The form contains several fields and a button. The fields are: 'Country' (dropdown menu set to 'United States'), 'Jurisdiction' (dropdown menu set to 'South Carolina'), 'Taxpayer Type' (dropdown menu set to 'Fuel Blender'), 'Terminal Code' (dropdown menu set to 'Select a Terminal'), 'Begin Period Date' (text field with '8/1/2012' and a calendar icon), 'End Period Date' (text field with '8/31/2012' and a calendar icon), 'Sequence' (text field with '0'), and 'Original session' (dropdown menu). At the bottom of the form is a 'Create Session' button. Below the button, the text 'Copyright © 2005 - 2012 FuelQuest' is displayed.

Close out the Record inserted menu

Record inserted.

Country: United States

Jurisdiction: South Carolina

Taxpayer Type: Fuel Blender

Terminal Code: Select a Terminal

Begin Period Date: 8/1/2012

End Period Date: 8/31/2012

Sequence: 0

Original session

Create Session

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Right click on the row for the Fuel Blender session that was added  
From context menu, select Schedule Transactions

Taxpayer Type	Terminal Code	Tracking Number	Start Date	End Date	Sequence	Due Date	Filed Date	Return Status
Annual Terminal Operator	T57SC2050		01/01/2012	12/31/2012	0	02/26/2013	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	0	10/22/2012	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	1	10/22/2012	06/12/2012	Passed
Transporter			09/01/2012	09/30/2012	0	10/22/2012	06/12/2012	Passed
Manufacturer			08/01/2012	08/31/2012	0	09/24/2012	06/07/2012	Passed
Transporter			08/01/2012	08/31/2012	0	09/24/2012	06/12/2012	Passed
Transporter			08/01/2012	08/31/2012	1	09/24/2012	06/12/2012	Passed
Fuel Blender			08/01/2012	08/31/2012	0	10/01/2012		
Manufacturer			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Miscellaneous			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Transporter			07/01/2012	07/31/2012	0	08/22/2012		Passed

Select schedule type from dropdown list to add.

Next, click Add New Record

B: Schedule of Gallons Purchased

B: Schedule of Gallons Purchased

A-1: Gallons of Fuel Grade Ethanol Blended with Gasoline

A-2: Gallons of Biodiesel Blended with Undyed Diesel

A-3: Gallons of Biodiesel Blended with Dyed Diesel

A-4: Gallons of Undyed Kerosene Blended with Undyed Diesel

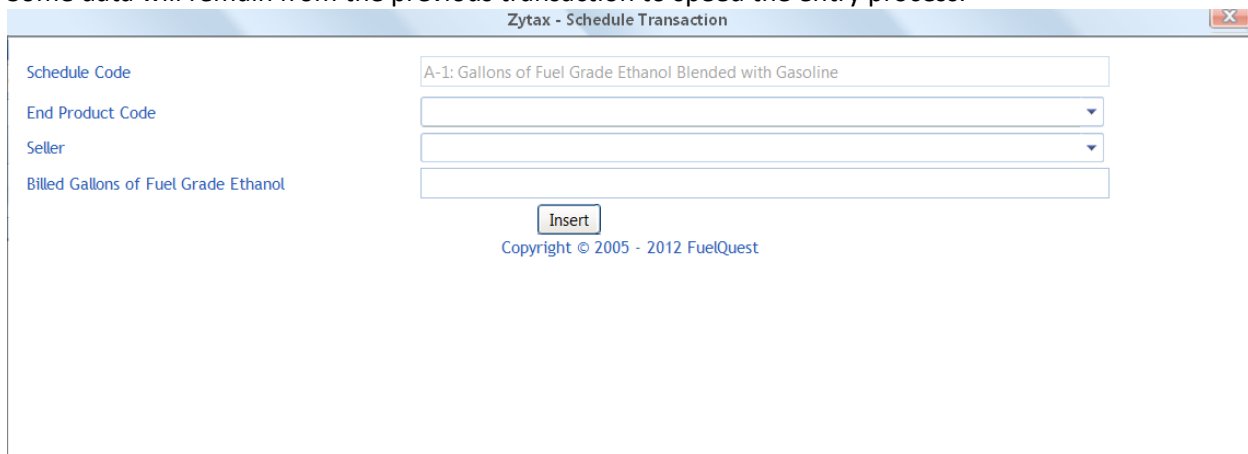
A-5: Gallons of Other Product Blended with Undyed Diesel

A-6: Gallons of Other Product Blended with Dyed Diesel

Enter all schedule information requested on the entry screen.

Click Insert to accept entry.

Some data will remain from the previous transaction to speed the entry process.

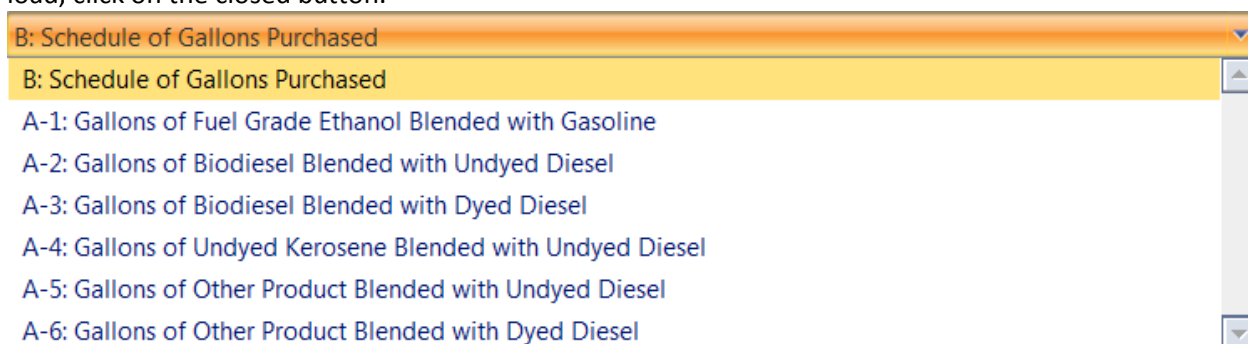


If the entity information needed for the schedule transaction does not appear in the drop down box, stop and enter the entity in Business Entities. Complete the steps for entering a business entity (**page4**) and then return to the tax session and begin scheduling transactions again.

Once all information is inserted for the schedule type selected, click on the closed button (red X).

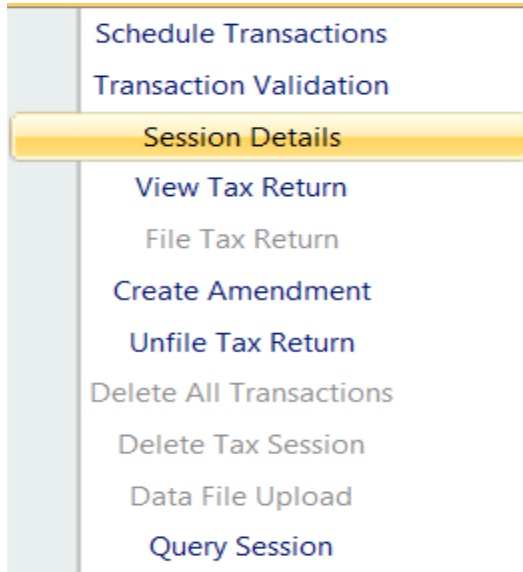
If additional schedules are needed for another schedule type, select schedule type from dropdown list.

Next, click Add New Record and enter the information. Once all schedules have been added for each load, click on the closed button.



## Session Details

Right click on the row for the Fuel Blender session that was added  
From context menu, select Session Details



Select yes, which will include schedules  
Click Save & Regenerate

Form Settings	Form Manual Entry	History Log	Comments
Country	United States		
Jurisdiction	South Carolina		
Taxpayer Type	Fuel Blender		
Tracking Number			
Begin Period Date	8/1/2012		
End Period Date	8/31/2012		
Sequence	0		
	Original session		
Filed Date	Open		
Include Schedules	<input checked="" type="radio"/> Yes <input type="radio"/> No		

Save & Regenerate

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The system will then show record updated

Session Details

Record updated.

Click the X button to close



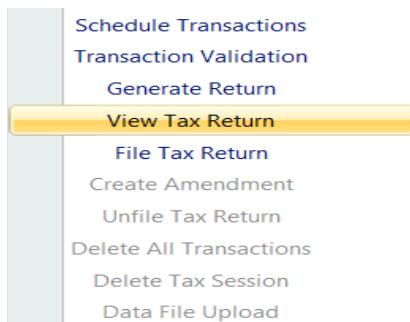
Click refresh several times

Group By   Filter   Refresh		
Critical Schedule Errors	Return Generation Needed	Return Status
0	Yes	Running
Group By   Filter   Refresh		
items 1 to 1 of 1.		


Until return status shows passed

Group By   Filter   Refresh		
Return Status		
Passed		

Right click on the row for the Fuel Blender session that was added  
From context menu, select View Tax Return

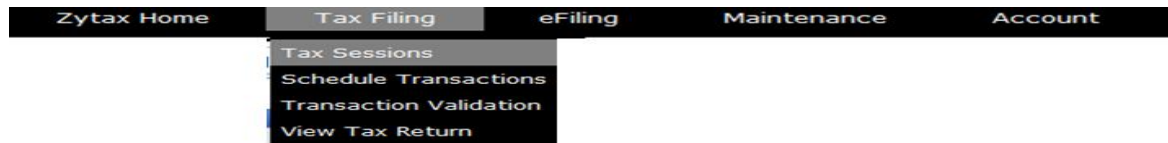


Review return

Original		
1350		L-2115 (Rev. 7/7/11) 4203
STATE OF SOUTH CAROLINA DEPARTMENT OF REVENUE <b>FUEL BLENDER RETURN</b>		
Mail to: South Carolina Department of Revenue, Motor Fuel, Columbia, SC 29214-0132. Phone Number: (803) 896-1990		

## File Tax Return

From the Tax Filing tab, select Tax Sessions



Right click on the row for the Fuel Blender session that was added  
From context menu, select File Tax Return

Transaction Type	Terminal Code	Tracking Number	Start Date	End Date	Sequence	Due Date	Filed Date	Return Status
Annual Terminal Operator	T575C2050		01/01/2012	12/31/2012	0	02/26/2013	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	0	10/22/2012	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	1	10/22/2012	06/12/2012	Passed
Transporter			09/01/2012	09/30/2012	0	10/22/2012	06/12/2012	Passed
Manufacturer			09/01/2012	09/30/2012	0	09/24/2012	06/07/2012	Passed
Transporter			08/01/2012	08/31/2012	0	09/24/2012	06/12/2012	Passed
Transporter			08/01/2012	08/31/2012	1	09/24/2012	06/12/2012	Passed
Fuel Blender			08/01/2012	08/31/2012	0	10/01/2012		Passed
Manufacturer			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Miscellaneous			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Transporter			07/01/2012	07/31/2012	0	08/22/2012		Passed
Fuel Blender			07/01/2012	07/31/2012	0	08/31/2012	06/07/2012	Passed
Monthly Terminal Operator	T575C2	Create Amendment	06/01/2012	06/30/2012	0	07/23/2012	06/07/2012	Passed

Check the agree button  
Click on Submit

File Tax Return

Filing Status: Open

Tax Return: Fuel Blender

Terminal:

Tax Session Date: 8/1/2012 - 8/31/2012

Filing Due Date: 10/1/2012

Return Status: Passed

Electronic Acknowledgement

By checking the agreement and pressing 'Submit', I acknowledge this submittal is treated as an official submittal to the State of South Carolina. Submitting this tax return shall constitute the signature of the submitter as if the tax return were actually signed.

☒ I agree to the conditions of this submittal.

Submit

## Payment Information

The payment screen will be determined by the payment type selected on the registration document.  
Enter the payment information requested.

## Tax Return Confirm and filed

Tax Return Confirmation

Tax Return:

Filing Status: Filed

Tax Return: Fuel Blender

Terminal:

Tax Session Date: 8/1/2012 - 8/31/2012

Filing Due Date: 10/1/2012

Return Status: Not Started

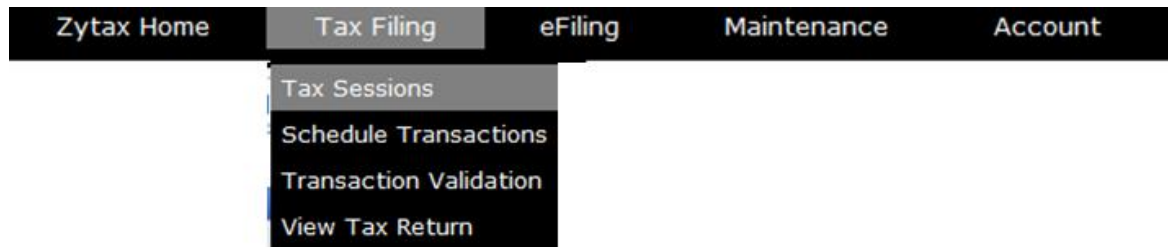
Date Filed: 6/25/2012 2:51:38 PM

Return Tracking Number: 1217700001

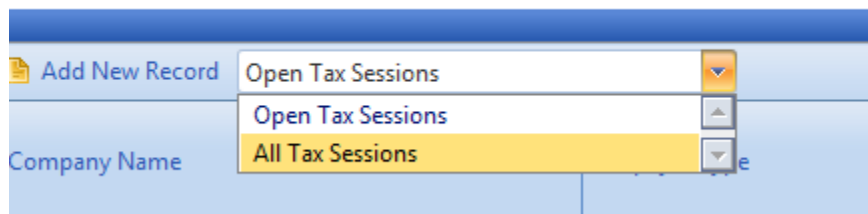
\* Please note the tracking number(s) for your records.

## Creating Amended Return

From the Tax Filing tab, select Tax Sessions from dropdown list



Change selection from “Open Tax Sessions” to “All Tax Sessions”



Select return session to be amended and click on the row to display the drop down menu.

Choose Create Amendment

Taxpayer Type	Terminal Code	Tracking Number	Start Date	End Date	Sequence	Due Date	Filed Date	Return Status
Annual Terminal Operator	TS7SC2050		01/01/2012	12/31/2012	0	02/26/2013	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	0	10/22/2012	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	1	10/22/2012	06/12/2012	Passed
Transporter			09/01/2012	09/30/2012	0	10/22/2012	06/12/2012	Passed
Manufacturer			08/01/2012	08/31/2012	0	09/24/2012	06/07/2012	Passed
Transporter			08/01/2012	08/31/2012	0	09/24/2012	06/12/2012	Passed
Transporter			08/01/2012	08/31/2012	1	09/24/2012	06/12/2012	Passed
Fuel Blender		111133000001	08/01/2012	08/31/2012	0	10/01/2012	06/25/2012	Passed
Manufacturer			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Miscellaneous			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Transporter			07/01/2012	07/31/2012	0	08/22/2012		Passed
Fuel Blender			07/01/2012	07/31/2012	0	08/31/2012	06/07/2012	Passed
Monthly Terminal Operator	TS7SC2050		06/01/2012	06/30/2012	0	07/23/2012	06/07/2012	Passed



Next, click Create Amendment

Company	77
Country	USA
Jurisdiction	SC
Taxpayer Type	TRN
Begin Period Date	8/1/2011
End Period Date	8/31/2011
	Amended session ▼
Sequence	0
Filed Date	8/31/2011

Create Amendment

Record inserted

**Record inserted.**

Company	77
Country	USA
Jurisdiction	SC
Taxpayer Type	TRN
Begin Period Date	8/1/2011
End Period Date	8/31/2011
	Amended session ▼
Sequence	1
Filed Date	8/31/2011

Create Amendment

From the Tax Filing tab, select Schedule Transactions from dropdown list

Zytax Home	<b>Tax Filing</b>	eFiling	Maintenance	Account
Tax Sessions				
Schedule Transactions				
Transaction Validation				
View Tax Return				



Select schedule type from dropdown list to add.

Next, click Add New Record

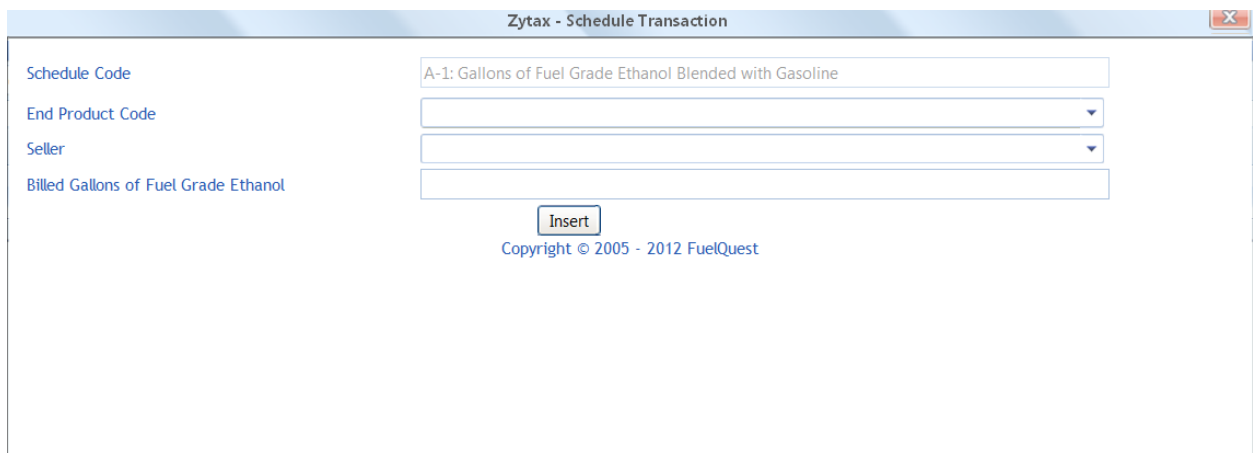


A screenshot of a software interface showing a dropdown menu. The menu is open, displaying a list of schedule types. The top item is "B: Schedule of Gallons Purchased" in orange. Below it is "B: Schedule of Gallons Purchased" in yellow. Then, there are six items in blue: "A-1: Gallons of Fuel Grade Ethanol Blended with Gasoline", "A-2: Gallons of Biodiesel Blended with Undyed Diesel", "A-3: Gallons of Biodiesel Blended with Dyed Diesel", "A-4: Gallons of Undyed Kerosene Blended with Undyed Diesel", "A-5: Gallons of Other Product Blended with Undyed Diesel", and "A-6: Gallons of Other Product Blended with Dyed Diesel". The menu has a scrollbar on the right side.

Enter amended information

Click Insert

A schedule must be added for each load and each product type.

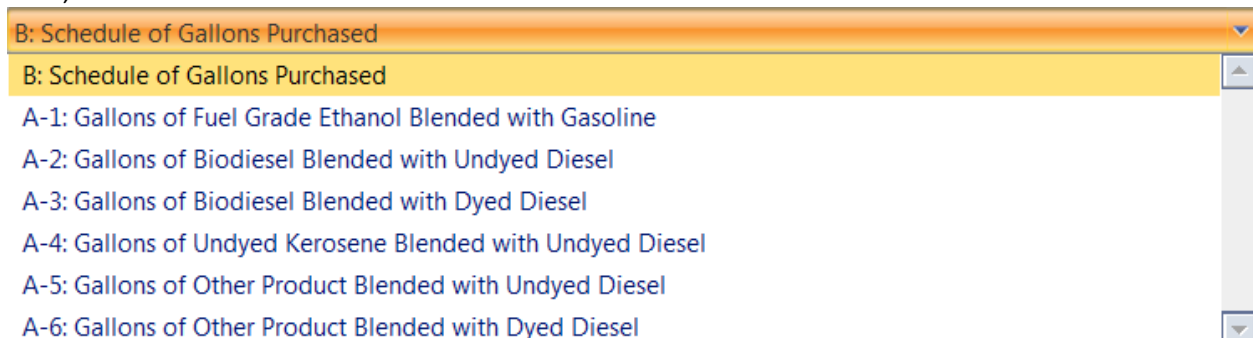


A screenshot of a software window titled "Zytax - Schedule Transaction". The window contains several input fields: "Schedule Code" with the value "A-1: Gallons of Fuel Grade Ethanol Blended with Gasoline", "End Product Code" with a dropdown arrow, "Seller" with a dropdown arrow, and "Billed Gallons of Fuel Grade Ethanol" with an empty text box. Below these fields is an "Insert" button. At the bottom of the window, there is a copyright notice: "Copyright © 2005 - 2012 FuelQuest".

Once all amended information is inserted for that schedule type, click on the closed button.

If additional schedules are needed for another schedule type, select schedule from dropdown list to add.

Next, click Add New Record



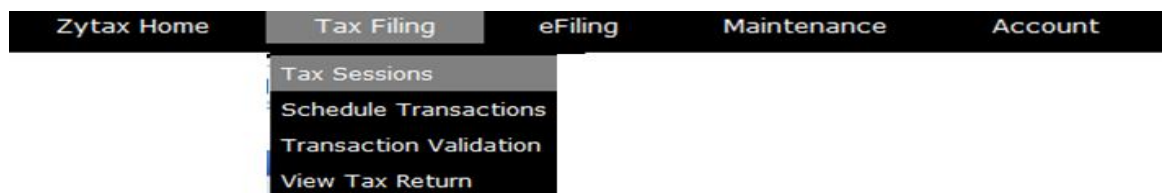
A screenshot of a software interface showing a dropdown menu. The menu is open, displaying a list of schedule types. The top item is "B: Schedule of Gallons Purchased" in orange. Below it is "B: Schedule of Gallons Purchased" in yellow. Then, there are six items in blue: "A-1: Gallons of Fuel Grade Ethanol Blended with Gasoline", "A-2: Gallons of Biodiesel Blended with Undyed Diesel", "A-3: Gallons of Biodiesel Blended with Dyed Diesel", "A-4: Gallons of Undyed Kerosene Blended with Undyed Diesel", "A-5: Gallons of Other Product Blended with Undyed Diesel", and "A-6: Gallons of Other Product Blended with Dyed Diesel". The menu has a scrollbar on the right side.

Enter amended information

Click Insert

Once all schedules have been added for each load, click on the close button

From the Tax Filing tab, select Tax Sessions



Right click on the row for the Fuel Blender session that was added  
From context menu, select Session Details

Taxpayer Description ▲	Terminal Code	Tracking Number	Start Date	End Date	Sequence	Due Date	Filed Date	
Fuel Blender		Schedule Transactions Transaction Validation	01/01/2014	01/31/2014	0	02/28/2014	02/19/2014	↻
Fuel Blender		Session Details	02/01/2014	02/28/2014	0	03/31/2014	03/20/2014	↻
Fuel Blender		View Tax Return	03/01/2014	03/31/2014	0	04/30/2014	04/21/2014	↻
Fuel Blender		File Tax Return						
Fuel Blender		Create Amendment	04/01/2014	04/30/2014	0	06/02/2014	05/14/2014	↻
Fuel Blender		Unfile Tax Return						
Fuel Blender		Delete All Transactions	05/01/2014	05/31/2014	0	06/30/2014	06/19/2014	↻
Fuel Blender		Delete Tax Session	06/01/2014	06/30/2014	0	07/31/2014	07/16/2014	↻
Fuel Blender		Data File Upload						
Fuel Blender		Query Session	07/01/2014	07/31/2014	0	09/02/2014	08/13/2014	↻

Select yes, which will include schedules  
Click Save & Regenerate

Form Settings	Form Manual Entry	History Log	Comments
Country	United States ▼		
Jurisdiction	South Carolina ▼		
Taxpayer Type	Fuel Blender ▼		
Tracking Number	<input type="text"/>		
Begin Period Date	8/1/2012 <input type="button" value="Calendar"/>		
End Period Date	8/31/2012 <input type="button" value="Calendar"/>		
Sequence	1		
	Amended session ▼		
Filed Date	Open		
Include Schedules	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Return Calculation Method	<input checked="" type="radio"/> Current		

Save & Regenerate

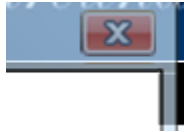
Copyright © 2005 - 2012 FuelQuest

The system will then show record updated

### Session Details

Record updated.

Click the X button to close



Click refresh several times

Group By   Filter   Refresh		
Critical Schedule Errors	Return Generation Needed	Return Status
0	Yes	Running
Group By   Filter   Refresh		
items 1 to 1 of 1.		

Until return status shows passed

Right click on the row for the Fuel Blender session that was added  
From context menu, select View Tax Return

Taxpayer Type	Terminal Code	Tracking Number	Start Date	End Date	Sequence	Due Date	Filed Date	Return Status
Annual Terminal Operator	1		01/01/2012	12/31/2012	0	02/26/2013	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	0	10/22/2012	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	1	10/22/2012	06/12/2012	Passed
Transporter			09/01/2012	09/30/2012	0	10/22/2012	06/12/2012	Passed
Manufacturer			08/01/2012	08/31/2012	0	09/24/2012	06/07/2012	Passed
Transporter			08/01/2012	08/31/2012	0	09/24/2012	06/12/2012	Passed
Transporter			08/01/2012	08/31/2012	1	09/24/2012	06/12/2012	Passed
Fuel Blender			08/01/2012	08/31/2012	0	10/01/2012	06/25/2012	Passed
Fuel Blender		Schedule Transactions	08/01/2012	08/31/2012	1	10/01/2012		Passed
Manufacturer		Transaction Validation	07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Miscellaneous		Generate Return	07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Transporter		View Tax Return	07/01/2012	07/31/2012	0	08/22/2012		Passed
Fuel Blender		File Tax Return	07/01/2012	07/31/2012	0	08/31/2012	06/07/2012	Passed

Review amended return

1350

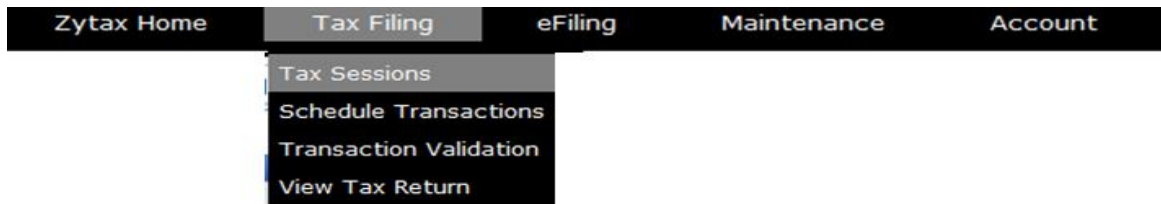
STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**FUEL BLENDER RETURN**

Amendment 1 Current  
**L-2115**  
(Rev. 7/7/11)  
4203

Mail to: South Carolina Department of Revenue, Motor Fuel, Columbia, SC 29214-0132. Phone Number: (803) 896-1990

## File Amended Tax Return

From the Tax Filing tab, select Tax Sessions



Right click on the row for the Fuel Vendor session that was added.

From context menu, select File Tax Return

Taxpayer Type	Terminal Code	Tracking Number	Start Date	End Date	Sequence	Due Date	Filed Date	Return Status
Annual Terminal Operator			03/01/2012	12/31/2012	0	02/06/2013	06/07/2012	Passed
Manufacturer			08/01/2012	09/30/2012	0	10/22/2012	06/07/2012	Passed
Manufacturer			08/01/2012	09/30/2012	1	10/22/2012	06/12/2012	Passed
Transporter			08/01/2012	09/30/2012	0	10/22/2012	06/12/2012	Passed
Manufacturer			08/01/2012	08/31/2012	0	09/24/2012	06/07/2012	Passed
Transporter			08/01/2012	08/31/2012	0	09/24/2012	06/12/2012	Passed
Transporter			08/01/2012	08/31/2012	1	09/24/2012	06/12/2012	Passed
Fuel Blender			08/01/2012	08/31/2012	0	10/01/2012	06/25/2012	Passed
Fuel Blender			08/01/2012	08/31/2012	1	10/01/2012	06/25/2012	Passed
Manufacturer			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Miscellaneous			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Transporter			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Fuel Blender			07/01/2012	07/31/2012	0	08/11/2012	06/07/2012	Passed

Check the agree button

Click on Submit

**File Tax Return**

Filing Status: Open  
Tax Return: Fuel Blender  
Terminal:  
Tax Session Date: 8/1/2012 - 8/31/2012  
Filing Due Date: 10/1/2012  
Return Status: Passed

**Electronic Acknowledgement**  
By checking the agreement and pressing 'Submit', I acknowledge this submittal is treated as an official submittal to the State of South Carolina. Submitting this tax return shall constitute the signature of the submitter as if the tax return were actually signed.

☒ I agree to the conditions of this submittal.

Tax Return Confirm and filed

**Tax Return Confirmation**

Tax Return:  
Filing Status: Filed  
Tax Return: Fuel Blender  
Terminal:  
Tax Session Date: 8/1/2012 - 8/31/2012  
Filing Due Date: 10/1/2012  
Return Status: NotStarted  
Date Filed: 6/25/2012 2:51:38 PM  
Return Tracking Number: 1217700001

\* Please note the tracking number(s) for your records.

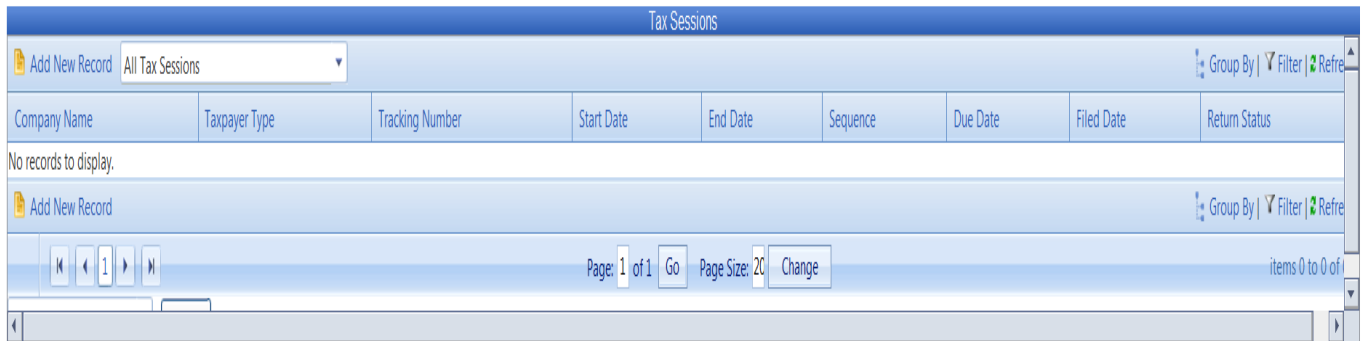
### Filing a Zero Return

Click on the Tax Filing tab

Select Tax Sessions from dropdown list



Click Add New Record



Select the Fuel Blender from Taxpayer Type dropdown list

Enter the begin period covered date for the return

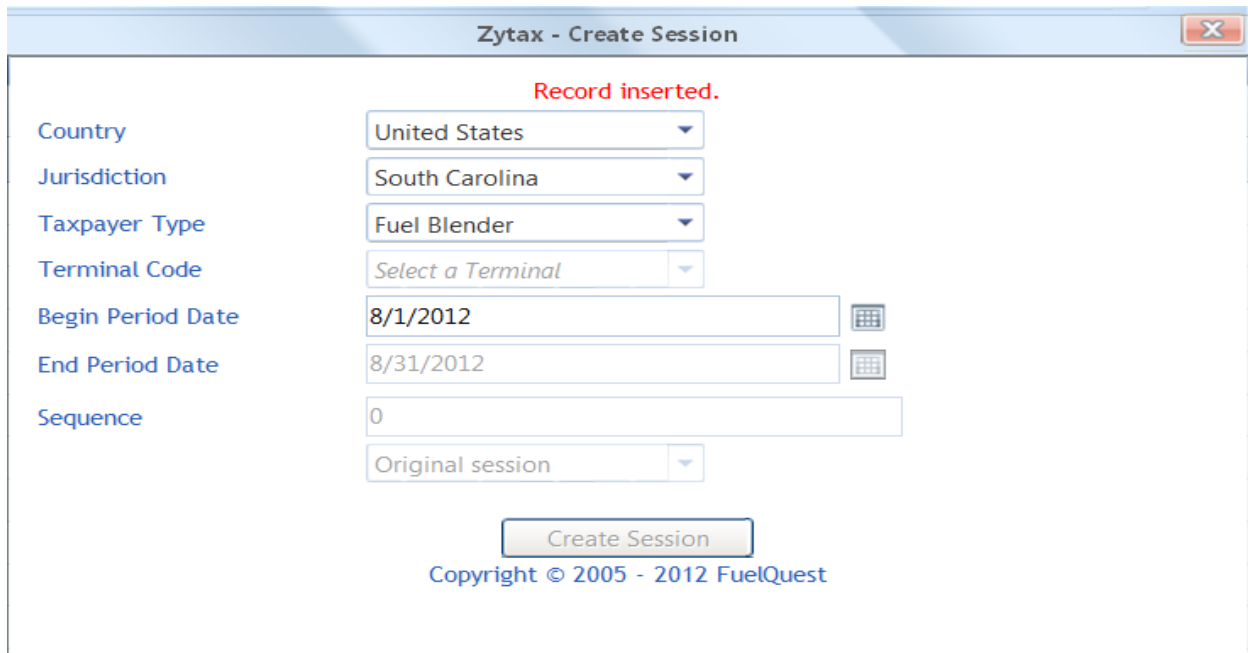
Click create session

The screenshot shows the Zytax - Create Session form with the following fields and values:

Field	Value
Country	United States
Jurisdiction	South Carolina
Taxpayer Type	Fuel Blender
Terminal Code	Select a Terminal
Begin Period Date	8/1/2012
End Period Date	8/31/2012
Sequence	0
Original session	Original session

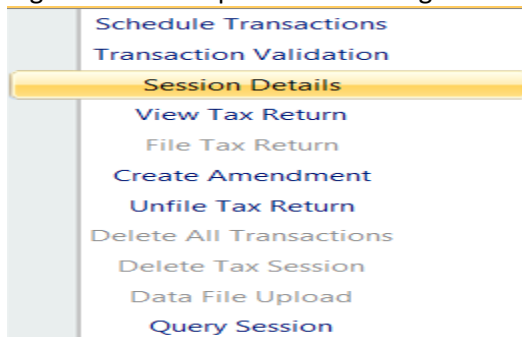
At the bottom of the form, there is a "Create Session" button and a copyright notice: "Copyright © 2005 - 2012 FuelQuest".

Close out the Record inserted menu



The screenshot shows a window titled "Zytax - Create Session". At the top, a red message states "Record inserted.". Below this, there are several input fields: "Country" (United States), "Jurisdiction" (South Carolina), "Taxpayer Type" (Fuel Blender), "Terminal Code" (Select a Terminal), "Begin Period Date" (8/1/2012), "End Period Date" (8/31/2012), "Sequence" (0), and "Original session" (Original session). A "Create Session" button is located at the bottom center. The copyright notice "Copyright © 2005 - 2012 FuelQuest" is at the bottom.

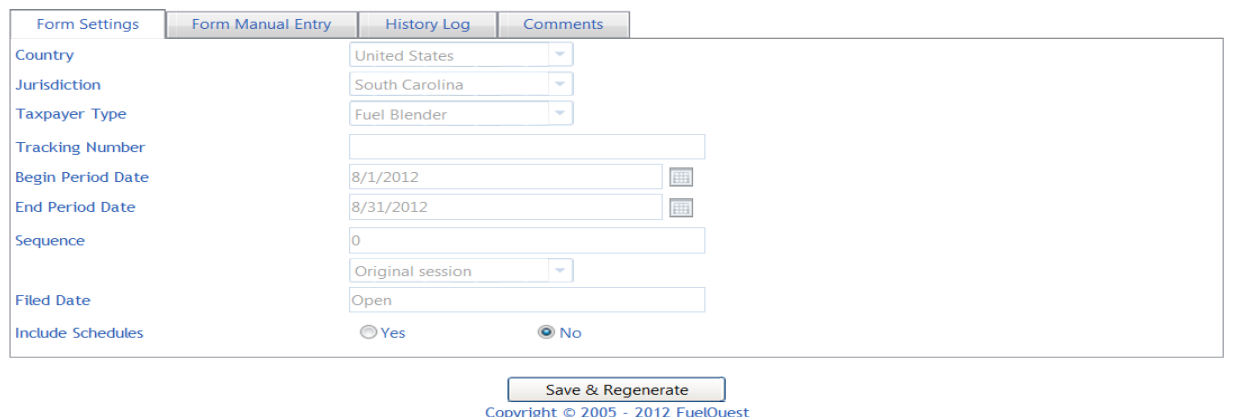
Right click on the period covered again and select Session Details from drop down list



The screenshot shows a context menu with the following options: "Schedule Transactions", "Transaction Validation", "Session Details" (highlighted), "View Tax Return", "File Tax Return", "Create Amendment", "Unfile Tax Return", "Delete All Transactions", "Delete Tax Session", "Data File Upload", and "Query Session".

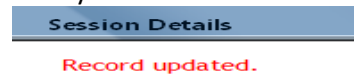
Select no, which will not include schedules

Click Save & Regenerate

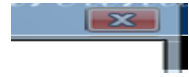


The screenshot shows a window titled "Form Manual Entry". It has tabs for "Form Settings", "Form Manual Entry", "History Log", and "Comments". The "Form Settings" tab is active. It contains the same input fields as the previous window, plus "Tracking Number", "Filed Date" (Open), and "Include Schedules" (radio buttons for Yes and No, with No selected). A "Save & Regenerate" button is at the bottom center. The copyright notice "Copyright © 2005 - 2012 FuelQuest" is at the bottom.

The system will then show record updated



Click the X button to close



Click refresh several times

Critical Schedule Errors	Return Generation Needed	Return Status
0	Yes	Running

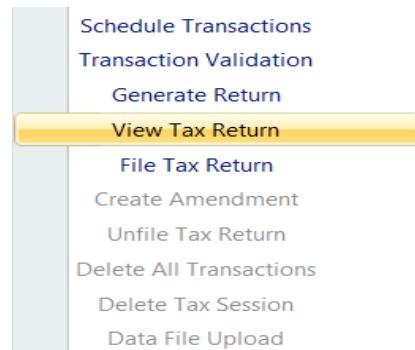
Group By | Filter | Refresh

items 1 to 1 of 1.

Until return status shows passed

Right click on the row for the Fuel Blender session that was added

From context menu, select View Tax Return



Review return

Original

1350

STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**FUEL BLENDER RETURN**

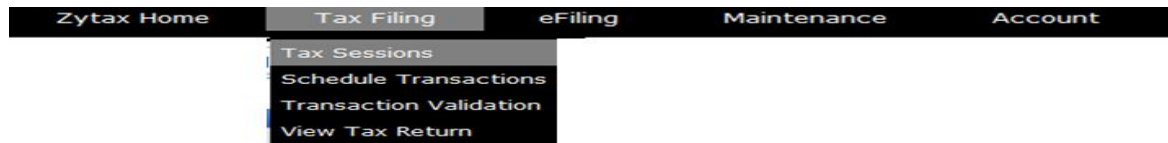
**L-2115**  
(Rev. 7/7/11)  
4203

Mail to: South Carolina Department of Revenue, Motor Fuel, Columbia, SC 29214-0132. Phone Number: (803) 896-1990



Next, File Tax Return

From the Tax Filing tab, select Tax Sessions



Right click on the row for the Fuel Blender session that was added

From context menu, select File Tax Return

Taxpayer Type	Terminal Code	Tracking Number	Start Date	End Date	Sequence	Due Date	Filed Date	Return Status
Annual Terminal Operator	T57SC2050		01/01/2012	12/31/2012	0	02/26/2013	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	0	10/22/2012	06/07/2012	Passed
Manufacturer			09/01/2012	09/30/2012	1	10/22/2012	06/12/2012	Passed
Transporter			09/01/2012	09/30/2012	0	10/22/2012	06/12/2012	Passed
Manufacturer			08/01/2012	08/31/2012	0	09/24/2012	06/07/2012	Passed
Transporter			08/01/2012	08/31/2012	0	09/24/2012	06/12/2012	Passed
Transporter			08/01/2012	08/31/2012	1	09/24/2012	06/12/2012	Passed
Fuel Blender			08/01/2012	08/31/2012	0	10/01/2012		Passed
Manufacturer			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Miscellaneous			07/01/2012	07/31/2012	0	08/22/2012	06/07/2012	Passed
Transporter			07/01/2012	07/31/2012	0	08/22/2012		Passed
Fuel Blender			07/01/2012	07/31/2012	0	08/31/2012	06/07/2012	Passed
Monthly Terminal Operator	T57SC2	Create Amendment	06/01/2012	06/30/2012	0	07/23/2012	06/07/2012	Passed

Check the agree button

Click on Submit

**File Tax Return**

Filing Status: Open  
Tax Return: Fuel Blender  
Terminal:  
Tax Session Date: 8/1/2012 - 8/31/2012  
Filing Due Date: 10/1/2012  
Return Status: Passed

**Electronic Acknowledgement**  
By checking the agreement and pressing 'Submit', I acknowledge this submittal is treated as an official submittal to the State of South Carolina. Submitting this tax return shall constitute the signature of the submitter as if the tax return were actually signed.

☒ I agree to the conditions of this submittal.

Tax Return Confirm and filed

**Tax Return Confirmation**

Tax Return:  
Filing Status: Filed  
Tax Return: Fuel Blender  
Terminal:  
Tax Session Date: 8/1/2012 - 8/31/2012  
Filing Due Date: 10/1/2012  
Return Status: Not Started  
Date Filed: 6/25/2012 2:51:38 PM  
Return Tracking Number: 1217700001

\* Please note the tracking number(s) for your records.